

**STATE OF RHODE ISLAND
DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES**

PUBLIC NOTICE OF PROPOSED RULE-MAKING

In accordance with Rhode Island General Law (RIGL) 42-35 and 42-72-5, notice is hereby given that the Department of Children, Youth and Families proposes to adopt the following DCYF rule:

ADMINISTRATOR ON CALL

This new rule, in compliance with the federal court order relating to RI Training School residents and the accreditation standards of the American Correctional Association for Juvenile Training Schools and Juvenile Detention Facilities, provides that an administrator on call is appointed in the absence of the superintendent to ensure safe and efficient Training School operations.

In the development of this rule, consideration was given to the following: (1) alternative approaches and (2) overlap or duplication with other statutory and regulatory provisions. No alternative approach or duplication or overlap was identified based upon available information.

This proposed rule is accessible on the R.I. Secretary of State's website (<http://www.sec.state.ri.us/ProposedRules/>) and the DCYF website (<http://www.dcyf.ri.gov>) or available in hard copy upon request (401 528-3685). Interested persons should submit data, views or written comments by April 5, 2010 Susan Bowler, Administrator for Families and Children, Department of Children, Youth and Families, 101 Friendship Street, Providence, RI 02903 (Susan.Bowler@dcyf.ri.gov).

In accordance with RIGL 42-35-3, an oral hearing will be granted if requested by twenty-five (25) persons, by an agency or by an association having at least twenty-five (25) members. A request for an oral hearing must be made within thirty (30) days of this notice.

Administrator on Call

Rhode Island Department of Children, Youth and Families
Division of Juvenile Correctional Services: RI Training School

Policy: 1200.0004

Effective Date:

Version: 1

To ensure the safe and efficient functioning of the Training School in the Superintendent's absence, an Administrator on Call is appointed. The Administrator on Call provides direction as needed for all facilities, programs and units within the Training School.

Related Procedure

Administrator on Call

Related Policy

Administrative Responsibility

Administrator on Call

Procedure from Policy 1200.0016: Administrator on Call

- A. When Superintendent is absent from the institutional grounds after hours or for an extended period he/she designates an Administrator on Call.
- B. A list of administrative employees who may be designated to be Administrator on Call is maintained by the Superintendent.
- C. The Administrator on Call is an additional duty position that rotates among designated administrators on a regular and pre-determined schedule. The Superintendent approves that schedule.
- D. The Administrator on Call acts in the Superintendent's capacity with respect to all Training School activities, functions and units for the designated time period.
- E. Whenever the Administrator on Call is unavailable, he/she must designate another Administrator as the Administrator on Call. Except in emergencies, such substitutions are approved by the Superintendent.
- F. The name and contact information for the Administrator on Call is maintained in the Master Control Center to facilitate efficient communication with Training School staff.
- G. The Administrator on Call responds promptly to all contacts from the Master Control Center.
- H. Paragraphs A-G are consistent with American Correctional Association standards 3-JTS-1A-09 and 3-JDF-1A-11.